AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE OF PAGES
	1 15

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. *(If applicable)*
0001	04/15/2013		

6. ISSUED BY CODE CPOD

CPOD
US Environmental Protection Agency
26 West Martin Luther King Drive
Mail Code: NWD
Cincinnati OH 45268

7. ADMINISTERED BY *(If other than Item 6)* CODE

8. NAME AND ADDRESS OF CONTRACTOR *(No., street, county, State and ZIP Code)*

Babcock Laboratories, Inc.
Attn: CYNDI K. MOORE
P.O. BOX 432
9516533351
RIVERSIDE CA 925020432

CODE (b)(4) FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

X 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-13-004

10B. DATED *(SEE ITEM 13)* 11/15/2012

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	
	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: *(Specify authority)* THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES *(such as changes in paying office, appropriation date, etc.)* SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: Changes Clause 52.243-1 Alt I and Mutual Agreement of the Parties
	D. OTHER *(Specify type of modification and authority)*

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*

DUNS Number: (b)(4)
Analytical Chemistry Laboratory Services Supporting the Unregulated Contaminant Monitoring Program
Max Expire Date: 07/31/2017
LIST OF CHANGES:
Reason for Modification : Supplemental Agreement for work within scope

The purpose of this modification is to clarify reporting requirements as called out in Attachment 2 (Performance Work Statement) 10 pages and Attachment 3 (Reports of Work) 3 pages.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER *(Type or print)*		16A. NAME AND TITLE OF CONTRACTING OFFICER *(Type or print)*	
		Noelle Mills	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		*(Signature of Contracting Officer)*	

NAME OF OFFEROR OR CONTRACTOR
Babcock Laboratories, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Replace the original Attachment 2 (Performance Work statement) 10 pages and Attachment 3 (Reports or Work) 3 pages with those included with this modification. FAR Clause 52.243-1 Changes Fixed Price Alt I (April 1984) is hereby incorporated by reference. In consideration of the Modification agreed to herein as complete and equitable adjustment. The contractor hereby releases the Government from any and all liability under this contract for further equitable adjustment as related to this contract modification All other terms and conditions remain unchanged. Period of Performance: 11/15/2012 to 07/31/2016				

PERFORMANCE WORK STATEMENT

Analytical Chemistry Laboratory Services Supporting the Unregulated Contaminant Monitoring Program

1.0 Background

The United States Environmental Protection Agency's (EPA) Office of Water (OW), specifically OW's Office of Ground Water and Drinking Water (OGWDW), is responsible for implementing the provisions of the Safe Drinking Water Act (SDWA) Amendments. OGWDW also participates in multi-media program activities conducted by several other EPA offices. Under the SDWA, OGWDW develops regulations and programs to protect the public health from contaminated drinking water and groundwater.

EPA is responsible for investigating chemical, radiological and microbiological contaminant occurrence in an effort to characterize drinking water threats. EPA relies on independent research efforts (e.g., United States Geological Survey [USGS] studies) and is heavily engaged in conducting occurrence studies to obtain new data. The largest occurrence study is the monitoring program mandated by the Unregulated Contaminant Monitoring Rule (UCMR). The UCMR is a 5-year cyclic monitoring program that allows OGWDW to evaluate contaminant occurrence in finished drinking water. Every five years, the UCMR is redefined through regulatory proposal and promulgation. Monitoring results collected under the UCMR are correlated with population data to obtain an exposure assessment for each contaminant. If warranted, exposure information from the UCMR is then combined with health effects and water treatment control information to determine a maximum contaminant level (MCL) for a contaminant as a National Primary Drinking Water Standard (NPDWS). This sound science strategy provides the basis for maximizing public health protection.

In the provisions of the 1996 Amendments to the SDWA, there were measures to revise the unregulated contaminant monitoring program. The revised program no longer falls under state primacy, but EPA has implementation responsibility (though states provide significant assistance through Partnership Agreements). Within the revised program, no more than thirty (30) contaminants are selected for monitoring within a 5-year UCMR cycle. EPA has implemented two cycles of UCMR under the revised program, with a third cycle (UCMR3) proposed to begin in 2012 and ending in 2016.

The proposed UCMR3 requires laboratories to successfully complete the EPA Laboratory Approval Program prior to analyzing UCMR3 samples. Laboratories that have successfully completed the program have been notified throughout the program after each of the various PT phases by a letter on EPA letterhead granting approval for each method from the UCMR Laboratory Approval Coordinator. Only laboratories that have received EPA approval for all

UCMR chemical methods (List 1 methods are included in Table 1 and the List 2 Method is included in Table 2 [List 3 Methods are not a part of the UCMR Chemistry Contract Services being procured]) will be considered for this award. List 1 and 2 methods are chemical methods, while List 3 are microbial methods, procured through a separate solicitation. Information concerning the UCMR3 Laboratory Approval Program can be obtained at http://water.epa.gov/lawsregs/rulesregs/sdwa/ucmr/ucmr3/laboratories.cfm.

2.0 Purpose

The purpose of this multiple-award requirement is to establish laboratory services contracts under the UCMR implementation program. The laboratory services entail conducting the analysis of samples collected at selected small water systems. For the proposed price of these analytical services, the contractor shall supply all necessary labor, materials, equipment and facilities in technical support of the program areas listed herein, and as further specified by written task orders issued by the Contracting Officer (CO). The contractor may be tasked with multiple task orders concurrently, and at times these may be of a quick response nature.
The revised UCMR program includes three basic elements: assessment monitoring (List 1, see Table 1), a screening survey (List 2, see Table 2) and a pre-screen survey (List 3). The UCMR Laboratory Approval Program evaluates laboratories to determine their ability to perform List 1 and List 2 methods, which are chemistry methods. Laboratories awarded a contract under this solicitation will not be required to perform any analyses under List 3, pre-screen survey.

Assessment Monitoring – List 1
In assessment monitoring, analytical methods (see Table 1: List 1 Methods) are specified that utilize widely available instrumentation. This regulatory requirement impacts all public water systems serving more than 10,000 customers, and 800 selected small water systems serving less than 10,000 customers. This multiple-award contract will provide analytical services support for this monitoring program at the 800 selected small water systems.

Screening Survey- List 2
The EPA has developed analytical methods that utilize specialized instrumentation (see Table 2: List 2 Methods) for the contaminants listed for the screening survey. This regulatory requirement impacts all very large public water systems serving more than 100,000 customers, 320 selected large water systems that serve between 10,000 and 100,000 customers and 480 selected small water systems that serve less than 10,000 customers. This Screening Survey will be instrumental in assessing whether these contaminants should have priority for additional occurrence studies, or if these contaminants should be further elevated for future regulatory consideration. This multiple-award contract will provide analytical services support for this monitoring program at the 480 selected small water systems. These selected small systems will differ from the 800 small systems selected for assessment monitoring.

3.0 Scope of Work

This requirement will be met through multiple-award, indefinite delivery / indefinite quantity type laboratory services contracts. Specific task orders will be competed among the laboratories awarded these contracts. These task orders will specify one or more of the following tasks to be completed using one or more analytical methods. In response to a written task order, the contractor shall be responsible for all activities relating to sample receipt, conducting the analyses and reporting results in support of the UCMR. The contractor may be required to support the assessment monitoring elements of the UCMR 3 as well as some additional contaminants not included in UCMR 3. The contractor will be required to have UCMR 3 lab approval from EPA for all chemical methods (Tables 1 and 2).The contractor shall provide support in the following areas: (1) laboratory analyses; (2) reporting quality control and sample data; (3) logistical support; and (4) monthly progress and quality control assessment reports.

In addition to the specified tasks, the contractor shall maintain all records and documentation associated with the preparation and analyses of samples under this contract for a minimum period of three (3) years beyond the expiration of the task order. Should such additional information be required during that period, the contractor shall provide the information to the Government at a reasonable cost (to be determined at that time).

Work under this contract will be limited to the types of activities specified in the following sections:

3.1 Laboratory Analyses

The contractor shall analyze water samples in accordance with the procedures detailed in the specified analytical methods provided by EPA (see Tables 1 and 2). All procedures specified in the methodology must be followed as detailed in the provided analytical method unless prior approval to deviate has been granted in writing by the Task Order Project Officer or Project Officer. Laboratories that deviate from the analytical methods provided, without first obtaining written permission from the EPA Project Officer or Task Order Project Officer may be liable for the cost of the analyses and responsible for costs associated with recollection of the sample(s).

3.1.1 UCMR 3 Contaminants – The contractor shall analyze water samples for assessment monitoring contaminants listed in UCMR 3. The contaminants and methods are identified in Tables 1 and 2.

3.1.2 Additional Contaminants – The contractor may be tasked with analyzing five additional contaminants not included in UCMR 3 assessment monitoring. These contaminants are included in the approved UCMR 3 methods. These contaminants include: sec-butylbenzene (EPA 524.3), n-propylbenzene (EPA 524.3) manganese (EPA 200.8), tellurium (EPA 200.8), and germanium (EPA 200.8).

3.2 Logistical Support

Samples will routinely be shipped to the contractor via an overnight express delivery service. The contractor shall be available and have the capability to receive, log and properly store all delivered samples. Sample delivery during a typical week should be expected from Tuesday through Friday (no Saturday deliveries).

The contractor shall package and return all undamaged sample shipping containers and reusable contents. These shall be returned to the sampling coordinator by ground courier using the shipping account provided by EPA. The contractor shall also return all sample tracking forms associated with samples to the sampling coordinator. The contractor shall return all undamaged shipping containers, reusable contents, and sample tracking forms within thirty (30) days of sample receipt.

4.0 Deliverables / Reporting Requirements

4.1 Reporting quality control and sample data.

Data for all sample analyses and related quality control samples (e.g., field sample, spiked sample, laboratory fortified blank, continuing calibration results, etc.) are to be reported electronically to the EPA. The format for these reports will be specified in each task order. EPA will electronically validate reported data in accordance with method procedures. In addition, the contractor shall be subjected to annual on-site audits of its laboratory and facilities.

The contractor shall concurrently report to the EPA all data for a specific array of samples, collected from an individual Public Water System, for a specific collection event. The contractor shall not report partial sets of analytical data. The timeliness of submitting these results to EPA is specified in the QASP for task 4.1.

The contractor shall submit a draft Monthly Progress and Quality Control Assessment Report, in hard copy and electronic MS Word or Adobe PDF format, to the Task Order Project Officer, and the Project Officer and the Contracting Officer. This report must detail activities toward fulfilling any of the above tasks, as defined in the Task Order, which were performed during the past month and billed to the contract. This report shall be submitted on or before the 20th day of the succeeding month. The format of the report will be specified in each task order. The draft Monthly Progress and Quality Control Assessment Report will be reviewed within 14 days, after which the contractor shall address comments and submit a final Monthly Progress and Quality Control Assessment Report to the Task Order Project Officer, the Project Officer, and the Contracting Officer. The contractor shall be subject to scheduled paper audits of data in accordance with the analytical method procedures. In addition, the contractor shall be subject to scheduled on-site audits of its laboratory and facilities.
The contractor shall submit a weekly report based on an Excel spreadsheet that EPA sends to the

lab which indicates the planned sampling schedule. The laboratory shall provide information for each sample kit received concerning sample collection date, sample receipt date, and comments concerning sample receipt. The laboratory shall also verify that the chain of custody form matches the sample kit ID and will notify EPA if there are any discrepancies.

The contractor shall notify EPA of Sampling/shipping errors or discrepancies on the same day or within one day following the receipt of samples.

If re-analysis of samples affected by Quality Control failures (ie, insufficient sample volume remaining for reanalysis, holding time expired, other QC failures, etc) is necessary, EPA will be notified on the same day or within one day following the discovery of the QC failure.

4.2 Quality Assurance

The contractor shall submit a UCMR 3 Programmatic Quality Assurance Project Plan (PQAPP). The PQAPP shall meet all the QA requirements as described in this Performance Work Statement and FAR clause 52.246-11.

5.0 Adherence with Information Technology (IT) requirements

COMPLIANCE WITH FEDERAL AND EPA INFORMATION TECHNOLOGY REQUIREMENTS

All work performed by the contractor shall comply with pertinent Federal and EPA information processing and telecommunications standards and procedural guidelines. The contractor shall also comply with the Federal Information Processing and Standards (FIPS), published by the National Institute for Standards and Technology (NIST). Additionally, the contractor shall comply with EPA's technical and operational standards, policies and procedures as issued by its technology services organizations.

Federal Policies and Regulations	
Computer Security Act of 1987	http://csrc.nist.gov/groups/SMA/ispab/documents/csa_87.txt
The Privacy Act of 1974 Section 552a	http://www.justice.gov/opcl/privstat.htm
The Rehabilitation Act Section 508	http://www.access-board.gov/sec508/guide/act.htm
Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR part 1194)	http://www.access-board.gov/sec508/508standards.pdf

The Fair Labor Standards Act of 1938 as amended, and any applicable Executive Orders	http://www.dol.gov/whd/regs/statutes/FairLaborStandAct.pdf
U.S. Office of Management and Budget (OMB) Circular A-4, Risk Analysis	http://www.whitehouse.gov/omb/circulars_a004_a-4/
OMB Circular A-11, Financial Reporting and Performance	http://www.whitehouse.gov/omb/circulars_a11_current_year_a11_toc
OMB Circular A-76, Personnel Issues	http://www.whitehouse.gov/omb/circulars_a076_a76_incl_tech_correction
OMB Circular A119, Consensus Standards	http://www.whitehouse.gov/omb/circulars/a119/a119.html
OMB Circular A-123, Internal Control Management	http://www.whitehouse.gov/omb/circulars_a123_rev
OMB Circular A-130, Information Resource Management	http://www.whitehouse.gov/omb/circulars_a130_a130trans4
OMB Circular A-131, Value Engineering	http://www.whitehouse.gov/omb/circulars_a131/
OMB Memorandum M-08-27, Guidance for TIC compliance	http://www.whitehouse.gov/sites/default/files/omb/assets/omb/memoranda/fy2008/m08-27.pdf
OMB Memorandum M-08-22, Guidance on implementing FDCC	http://www.whitehouse.gov/sites/default/files/omb/memoranda/fy2008/m08-22.pdf
OMB Memorandum M-07-24, Updated principles for Risk Analysis	http://www.whitehouse.gov/sites/default/files/omb/assets/omb/memoranda/fy2007/m07-24.pdf
OMB Memorandum M-07-11, Implementation of Commonly Accepted Security Configurations for Windows Operating Systems	http://www.whitehouse.gov/sites/default/files/omb/assets/omb/memoranda/fy2007/m07-11.pdf
OMB Guidelines for Ensuring and Maximizing the Quality, Objectivity, Utility, and Integrity of Information Disseminated by Federal Agencies	http://www.whitehouse.gov/omb/fedreg_final_information_quality_guidelines
Federal Information Security Management Act (FISMA)	http://csrc.nist.gov/drivers/documents/FISMA-final.pdf
U.S. Department of Commerce, National Institute of Standards and Technology (NIST) Special Publication (SP) 800-34	http://csrc.nist.gov/publications/nistpubs/800-34-rev1/sp800-34-rev1_errata-Nov11-2010.pdf
NIST SP 800-53, Rev. 3	http://web.nvd.nist.gov/view/800-53/home
Federal Continuity Directive 1	http://www.fema.gov/pdf/about/offices/fcd1.pdf

Electronic Signatures in Global and National Commerce Act (ESIGN)	http://www.whitehouse.gov/omb/memoranda/m00-15.html
Federal Information Processing Standards	http://www.itl.nist.gov/fipspubs/
Government Information Security Reform Act	http://www.whitehouse.gov/omb/memoranda/m01-08.pdf
Government Paperwork Elimination Act (GPEA)	http://www.whitehouse.gov/omb/circulars/a130/a130.html
Information Technology Management Reform Act	http://www.whitehouse.gov/omb/memoranda/m96-20.html
OMB Memorandum on Agency Architecture Development	http://www.whitehouse.gov/omb/memoranda/m97-16.html
PDD-63 White Paper	http://fas.org/irp/offdocs/paper598.htm
Presidential Decision Directive - PDD-62	http://fas.org/irp/offdocs/pdd-62.htm
Presidential Decision Directive - PDD-67	http://fas.org/irp/offdocs/pdd/pdd-67.htm
FIPS Publications	http://csrc.nist.gov/publications/PubsFIPS.html
Section 508 Compliance	http://www.section508.gov/index.cfm?FuseAction=content&ID=12
NARA Electronic Records Management (ERM) Guidance	http://www.archives.gov/records-mgmt/initiatives/erm-guidance.html
Homeland Security Presidential Directive (HSPD) 12	http://www.whitehouse.gov/omb/memoranda/fy2005/m05-24.pdf

EPA Policy and Procedures	
EPA Standard Operating Procedures for the Development and Review of Publications: Printed, Web, and Other Media	http://www.epa.gov/productreview/index.html
Data Standards and Environmental Data Registry (EDR)	http://iaspub.epa.gov/sor_internet/registry/datareg/home/overview/home.do
EPA Information Resources Management (IRM) Policy	http://www.epa.gov/irmpoli8/
IRM Policy Manual	http://www.epa.gov/irmpoli8/archived/polman/index.html
EPA Section 508 Accessibility Guide	http://www.epa.gov/accessibility/
EPA Web Guide	http://yosemite.epa.gov/oei%5Cweb

	guide.nsf/homepage/
EPA Office of Water Web Standard Operating Procedures and Guidance	http://epaowhelpdesk.zendesk.com/
Guide for Developing Usable and Useful Web Sites (Usability Guidelines)	http://www.usability.gov/
Monitoring Information in STORET	http://www.epa.gov/storet
National Hydrography Dataset (NHD)	http://www.epa.gov/waters

Table 1: Assessment Monitoring Methods and Analytes (List 1 Methods)

Volatile Organic Compounds EPA 524.3		
Analyte	**CAS Number**	**MRL**
1,2,3-trichloropropane	96-18-4	0.03 µg/L
1,3-butadiene	106-99-0	0.1 µg/L
chloromethane (methyl chloride)	74-87-3	0.2 µg/L
1,1-dichloroethane	75-34-3	0.03 µg/L
n-propylbenzene[1]	103-65-1	0.03 µg/L
bromomethane (methyl bromide)	74-83-9	0.2 µg/L
sec-butylbenzene[1]	135-98-8	0.04 µg/L
chlorodifluoromethane (HCFC-22)	75-45-6	0.08 µg/L
bromochloromethane (halon 1011)	74-97-5	0.06 µg/L
Synthetic Organic Compounds EPA 522		
1,4-dioxane	123-91-1	0.07 µg/L
Metals EPA 200.8 Rev 5.4		
vanadium	7440-62-2	0.2 µg/L
molybdenum	7439-98-7	1 µg/L
cobalt	7440-48-4	1 µg/L
strontium	7440-24-6	0.3 µg/L
chromium	7440-47-3	0.2 µg/L
manganese[1]	7439-96-5	1 µg/L
tellurium[1]	13494-80-9	1 µg/L
germanium[1]	7440-56-4	1 µg/L
Oxyhalide Anion EPA 300.1		
chlorate	14866-68-3	20µg/L
Perfluorinated Compounds EPA 537 Rev 1.1		
perfluorooctane sulfonate (PFOS)	1763-23-1	0.04 µg/L

perfluorooctanoic acid (PFOA)	**335-67-1**	**0.02 µg/L**
perfluorononanoic acid (PFNA)	**375-95-1**	**0.02 µg/L**
perfluorohexane sulfonic acid (PFHxS)	**355-46-4**	**0.03 µg/L**
perfluoroheptanoic acid (PFHpA)	**375-85-9**	**0.01 µg/L**
Hexavalent chromium EPA 218.7		
chromium (VI)	**13907-45-4**	**0.03 µg/L**

[1]Designates extra contaminants, as discussed in Section 3.1.2

Table 2: Screening Survey Methods and Analytes (List 2 Methods)

Hormones EPA 539		
Analyte	**CAS Number**	**MRL**
17-β-estradiol	**50-28-2**	**0.0004 µg/L**
17-α-ethynylestradiol (ethinyl estradiol)	**57-63-6**	**0.0009 µg/L**
16-α-hydroxyestradiol (estriol)	**50-27-1**	**0.0008 µg/L**
equilin	**474-86-2**	**0.004 µg/L**
estrone	**53-16-7**	**0.002 µg/L**
testosterone	**58-22-0**	**0.0001 µg/L**
4-androstene-3,17-dione	**63-05-8**	**0.0003 µg/L**

Reports of Work

Analytical Chemistry Laboratory Services Supporting the Unregulated Contaminant Monitoring Program

Work shall be divided into task orders. Reports submitted under this contract shall reference the contract number, the task order number and the Environmental Protection Agency (EPA) as the sponsoring agency.

Monthly Progress Reports

A combined monthly progress report and monthly financial management report is required. Monthly progress reports will include summaries of number samples analyzed, number of samples analyzed that met all required quality control requirements, and average elapsed time between sample collection and extraction and/or analyses. The monthly progress report shall be divided into the following two sections:

A. Monthly Progress Report

For each task order, the contractor shall furnish a combined monthly technical and financial progress report briefly stating the progress made, including the percentage of the task order completed during the reporting period.

The contractor shall report, by task order, when appropriate, the following:

- Financial information, including:
  - the original amount of funding for the task order,
  - the available funds remaining after billing from the previous month,
  - the amount of funds claimed for the current month
  - an estimate of the amount of funds needed for work in progress
  - the funds remaining for the task order
- Sample kit tracking information, including:
  - the number of valid kits received (ie, no broken bottles, meets holding time, preservation and temperature requirements)
  - the number of invalid kits received,
  - the total number of valid kits received during the contract
  - the total number of invalid kits received during the contract
- Summaries of analyses performed in the month, by method, including:
  - the number of samples analyzed,
  - the number of samples analyzed that met all required quality control requirements,
  - the elapsed time between sample collection to extraction and between extraction to analysis.

The contractor shall track the number of analyses available for each method for each task order.

This includes the following, sorted by Task Order:

- The original number of samples included in the Task Order
- The number of samples remaining from the previous month
- The number of samples billed with the current invoice
- The number of samples in progress (ie, received yet analysis is not complete)
- The number of samples scheduled to be received but not yet received as of the time of the report
- The total number of samples remaining for the Task Order

The contractor shall include a statement acknowledging that the laboratory will not process any samples received that exceed task order capacity. The contractor shall notify the EPA Project Officer when 75% of task order capacity is reached for each method.

B. Monthly Task Order Report

The report shall include a Monthly Task Order report, specifying individual samples to be invoiced, sorted by Task Order and Method, including the following:

- Invoiced cost for the past month, relative to the total number of samples analyzed, which met all QC requirements and were reported as a complete set for all methods from a sampled location. (With subtotals indicated for field samples, field blanks (when needed), Lab Fortified Sample Matrix [LFSM] samples and LFSM duplicate [LFSMD] samples. LFSMs and LFSMDs must be prepared from EPA provided samples.)

- Cumulative costs submitted under the task order, relative to total number of samples analyzed since the task order was awarded (with subtotals indicated for field samples, field blanks, Lab Fortified Sample Matrix [LFSM] samples and LFSM duplicate [LFSMD] samples).
- The contractor shall also identify any difficulties encountered and remedial action taken during the reporting period and anticipated activity during the subsequent reporting period.

Monthly invoices must contain all samples reported for the invoicing month, as determined by the creation date in the text files reported for that month (as defined in Table 1 **UCMR 3 Text File Specifications for Chemical Analyses).** An example UCMR 3 Monthly Report is included as Attachment 4.

This submission does not change the notification requirements of the "Limitation of Funds" clauses requiring separate written notice to the Contracting Officer.

An electronic copy of the reports (in Adobe pdf) shall be submitted to the following addressees or before the 20th of each month following the first complete calendar month of the contract.

Distribute the reports as follows:

No. of Copies	Addressee
1	Contracting Officer
1	Project Officer
1	Task Order Project Officer

Draft Task Order Invoice Report

Prior to the submission of a final invoice for a task order (typically on a monthly basis), the contractor shall provide a draft task order invoice report to the Project Officer and the Task Order Project Officer on or before the 20th of each month following the first complete calendar month of the contract.. The draft task order invoice report shall identify samples (field samples, field blanks, and any prepared LFSM and LFSMD using those field samples), which have been reported as a complete set during the invoice performance period. Complete sets of samples are specified by EPA sampling kit ID and method and collected from an individual sampling location at the same time (ie, FS, FB, LFSM, LFSMD). Draft task order invoice reports must contain all samples reported for the invoicing month, as determined by the creation date in the text files reported for that month. The format shall be identical to the final monthly progress report as described in Attachment 4. The Task Order Project Officer will review and provide feedback to the contractor within fourteen (14) calendar days. This review will allow EPA to confirm the array of billable samples, included on the Draft Task Order Invoice Report, match the array of acceptable samples that have been electronically reported by the laboratory during the invoiced period of performance. This process minimizes the risk of cost disallowance or resubmission of contractor invoices due to errors.

SPECIAL REPORTS

Additional report requirements may be identified in the Task Orders. Delivery schedule, number of copies, and distribution will also be identified in the Task Order.

DATA SUBMISSION

Laboratories shall submit comprehensive sets of analytical results for field samples, required quality control (QC) samples and QC parameters using the electronic reporting format and instructions included as Attachment 5.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE OF PAGES
	1 3

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. *(If applicable)*
001	04/16/2013		

6. ISSUED BY CODE CPOD

CPOD
US Environmental Protection Agency
26 West Martin Luther King Drive
Mail Code: NWD
Cincinnati OH 45268

7. ADMINISTERED BY *(If other than Item 6)* CODE

8. NAME AND ADDRESS OF CONTRACTOR *(No., street, county, State and ZIP Code)*

Babcock Laboratories, Inc.
Attn: CYNDI K. MOORE
P.O. BOX 432
9516533351
RIVERSIDE CA 925020432

CODE (b)(4) FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

X 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-13-004
0001

10B. DATED *(SEE ITEM 13)* 12/27/2012

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	
	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: *(Specify authority)* THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES *(such as changes in paying office, appropriation date, etc.)* SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER *(Specify type of modification and authority)*

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*

DUNS Number: (b)(4)
TOPO: April Dupre
LIST OF CHANGES:
Reason for Modification : Other Administrative Action

The purpose of this modification is to Clarify reporting requirements as called out in Attachment 1 (one Page) (Communication Strategy). Replace the original Attachment 1 (Deliverables portion only) with the one included with his modification (one page).

All other terms and conditions remain unchanged

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER *(Type or print)*		16A. NAME AND TITLE OF CONTRACTING OFFICER *(Type or print)*	
		Noelle Mills	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		*(Signature of Contracting Officer)*	16 APR 2013

NAME OF OFFEROR OR CONTRACTOR

Babcock Laboratories, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 01/29/2013 to 08/05/2013				

Deliverables

Reporting Type	Email Header	Frequency	Report To
Electronic Reporting of Analytical results via Text File	"LabID_YYMMDD.txt" (LabID-underscore-File Creation Date)	Weekly (suggested)	CI_TSC-UCMR@epa.gov
Laboratory QC Problems	"QC Problem"	Within 1 day of discovery	TOPO, PO, UCMR Sampling Coordinator
Sampling and Shipping Errors	"Sampling Error"	Within 1 day of discovery	TOPO, PO, UCMR Sampling Coordinator, UCMR Implementation Contractor
Sample Schedule Spreadsheet	"weekly update YYMMDD"	Weekly by 8AM EST on TUESDAY	TOPO, PO, UCMR Sampling Coordinator, UCMR Implementation Contractor CI_TSC-UCMR@epa.gov
Sample Tracking Forms (Scanned)	"Sample Tracking Forms YYMMDD"	Weekly by 8AM EST on TUESDAY	TOPO, PO, UCMR Sampling Coordinator, UCMR Implementation Contractor
Sample Tracking Forms (Hard Copy)	NA	Monthly	**Mail to**: UCMR Implementation Contractor Great Lakes Environmental Center, Inc. (GLEC) 739 Hastings St. Traverse City, Michigan 49686
Draft Task Order Invoice	"draft task order invoice"	Monthly by the 20th of each month	TOPO, PO
Monthly Progress and Quality Control Assessment Report	"Monthly Progress and Quality Control Assessment Report"	Monthly	CO, PO, TOPO